



February 17, 2016

Dear District/LEA Charter School Administrators:

**SHERRI YBARRA**  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

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Idaho administered the full Idaho Standards Achievement Test (ISAT) in the spring of 2015. The state did meet the required 95% participation rate for all subjects, students and subgroups. However, we did have districts that did not meet the required participation rates.

The United States Department of Education has asked that all states that had districts/LEA Charters that did not meet the participation rate write a state plan for support to each district/LEA Charter that did not meet the 95% participation requirement. We have submitted our plan to the USED. This plan shows how the Idaho State Department of Education will provide support to you in communicating with your community to promote participation in the ISAT.

Districts/LEA Charters that **did not** achieve the required participation rate for 50% of the targets tested or fell below 90% participation are being notified. Your district/LEA Charter **did not meet** the requirements listed above for the participation rate. Therefore your district/LEA Charter is required to develop a District Outreach Plan to promote participation in the ISAT. The goal of this plan is to help you improve the participation rate in your district/LEA Charter.

I am conducting a webinar on February 19, 2016 that will be archived and available to you on the Title I-A website <http://www.sde.idaho.gov/federal-programs/basic/>

Our plan is to notify you on February 19<sup>th</sup> with the link to the archived webinar. We have also developed a Family and Community Engagement Toolkit for you to use in your outreach. This toolkit will be available on the Family and Community Engagement website <http://www.sde.idaho.gov/federal-programs/face/> on February 19<sup>th</sup>.

Below is an outline of the areas that need to be addressed. This outline needs to cover possible outreach concerning the importance of participation before and during the ISAT and ongoing outreach in promoting participation.

### **Components of the district/LEA plan and suggested strategies:**

- ***Outreach Prior to the Testing Window:*** (Suggested strategies-The districts and Charter LEAs will develop resources, including things like letters and PowerPoints, on the importance of the assessment which can be shared with schools and stakeholders in the district well in advance of the testing window. The district leaders will support the schools to hold meetings explaining why the assessment is helpful to the district and school, and how they will use the results. This will also include a discussion about what happens when students do not complete the assessment. See ISAT Participation Toolkit at <http://www.sde.idaho.gov/federal-programs/face/> )

- **Outreach during the Testing Window:** (Suggested strategies-The district leaders will work with the schools to ensure they have a plan to respond to any parent's or student's questions or concerns about participation in the Idaho Standards Achievement Test. This opportunity for consultation will allow an opportunity for parents and students to ask questions and better understand the value of participating in the assessment. See ISAT Participation Toolkit at <http://www.sde.idaho.gov/federal-programs/face/> )
  
- **Ongoing outreach:** (Suggested strategies-The district will outline actions they will take to inform teachers, parents and the community of the importance of reliable and valid data based on assessments in:
  - Reason-1-Communicating the progress of each student to all stakeholders.
  - Reason-2-Making decisions about the effectiveness of programs at the classroom, school, and district level.)

Please send your completed District Outreach Participation Plan to Marcia M. Beckman, prior to the opening of your testing window.

Please contact me if you have any questions.

Sincerely,

Marcia M. Beckman, Associate Deputy Superintendent/Federal Programs

Idaho State Department of Education

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